



APPROVED

KITTERY PORT AUTHORITY
December 4, 2014 Meeting Minutes
Council Chambers, Town Hall

Members Present: Kelly Philbrook, Steve Lawrence, Ray Grenier, Tom Smith
Members Absent: Ann Grinnell
Staff: Harbormaster Derek Jacobs

Meeting began at 6:01 p.m.

1. Pledge of Allegiance

2. Minutes: November 6, 2014

Mr. Smith moved to accept as amended

Mr. Lawrence seconded

Motion carried unanimously by members present

3. Public Segment

Milton Hall: Noted new mooring #908 at Cedar Island. If no one has bought property on Cedar Island, there should be no new mooring. Rules state landowner or lessee only (added in 2002). Who owns this mooring? Harbormaster Jacobs: #908 is the Blanchette mooring? Moorings at the Isles of Shoals are not riparian moorings.

How are the extension of property lines determined into the water?

Mr. Smith: There are many different ways to determine property lines into the water and it is described in the Rules and Regulations.

Ms. Philbrook read from the Rules and Regulations:

Title to land abutting and below the high water mark of tidal water is determined by the title deed and application of state law and common law presumptions.

The common law presumption is that a conveyance of land bounded by tidal water will convey title to the low tide mark or to 1650 feet (100 rods), whichever is closer to the high tide line.

Mr. Lawrence: Will check with the state definition.

Ms. Philbrook: Further discussion on the Rules and Regulations and Isles of Shoals in particular will be discussed at the January meeting.

Harbormaster Jacobs: He, Ann Grinnell and the Town Manager will be meeting with the Town Attorney regarding these issues.

4. Harbormaster Report: Derek Jacobs

- Bridge construction/Gate 1 beginning December 12; 14 month project; boat traffic will not be completely closed off except as necessary for construction movement.
- In the first week of January, trestle construction for the Sarah Long Bridge project begins, continuing through 2016.
- The Harbormaster boat will be stored in the fire house spare bay, saving approximately \$900 to shrink wrap and winterize; boat will also be available in an emergency; 'Kittery Fire and Rescue' lettering will be applied, with a quote for this cost pending.

- SeaPro trailer repaired (\$720), including new lights, wiring, harness, brakes, hubs and bearings.
- Large float moved from Frisbee Pier; skiff is in need of repairs (lights, bilge, motor).
- New floats in at Traip; not anchored, but secured. Awaiting highwater to anchor.
- Spoke with Police Chief, re: no fishing on transient facility. Police will enforce if it is a regulation.
- Lighting at Pepperrell Cove: Light on Cajun Lobster is out, and cove area is dark. Owner stated lights will be turned back on. A lighting quote has been received for the parking area and railings. He will provide at a future time.
- Need for a laptop to access database. Members agreed to allow Harbormaster to source costs for a laptop.
- Report of wastewater leakage into the Piscataqua River. State has been contacted.

Discussion followed regarding protocol for fire/rescue boat operators.

5. KPA Bylaws - Discussion Workshop scheduled for Tuesday, December 16 at 6:00 p.m., location to be determined.
6. CIP Workshop - Recap/Minutes: Workshop held on November 12, attended by Kelly Philbrook, Derek Jacobs, Ann Grinnell, and Nancy Colbert-Puff, Town Manager.
Items to include on the CIP include:
 - Railings and lighting at Pepperrell Cove. Harbormaster Jacobs recommended pressure-treated posts and rail to match Frisbee Pier and attach lighting to railing, resulting in less light pollution and better visibility. Removable railings could also be included from the Harbormaster shack to the corner of the parking lot. Temporary lighting could be placed on three fixtures in the interim, at an estimated \$1490, including light on the Harbormaster shack. Discussion followed regarding installation of temporary lighting during the winter months, light pollution onto land and water, and what measures should be taken immediately. Members agreed to address temporary lighting and directed the Harbormaster to secure quotes.
 - Paving of Pepperrell Cove parking lot - \$18,000.
 - Pump out station (BIG) - \$3,000, with DEP paying \$27,000.
7. New & Old Business
 - January meeting date
Mr. Grenier moved to hold the January 2015 meeting on Wednesday, January 7, 2015
Mr. Smith seconded
Motion carried unanimously by members present
 - January meeting agenda items:
 - Rules and Regulations: Fishing Policy
 - Rules and Regulations: Isles of Shoals
 - By-Laws
 - Election of Officers, TBD.

- Mr. Lawrence: Suggested a workshop be held in January or February to discuss 'wish list' items and desires for the future of the KPA.

8. Adjourn

Mr. Smith moved to adjourn
Mr. Grenier seconded
Motion carried unanimously

The December 4, 2014 Port Authority meeting ended at 6:56 p.m.
Submitted by Jan Fisk, December 20, 2014